



May 13, 2004

**DESIGN MEMORANDUM No. 04-04**  
**TECHNICAL ADVISORY**

**TO:** All Design, Operations, and District Personnel, and Consultants

**FROM:** /s/ Anthony L. Uremovich  
Anthony L. Uremovich  
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Contracts and Construction Division

**SUBJECT:** Revised *Indiana Design Manual* Chapter 56, Partial 3R Projects

**COMPLEMENTS:** New *Indiana Design Manual* Chapter 52, Pavement Design; and  
Design Memorandum 04-03 Policy Change and Technical Advisory

**EFFECTIVE:** March 16, 2005, Letting

*Indiana Design Manual* Chapter Fifty-two has been revised as described and referenced in Design Memorandum 04-03 Policy Change and Technical Advisory. Its revision's affects on Chapter Fifty-six are summarized as follows.

**I. Curbs**

In areas where the curb height is not adequate for drainage, the pavement adjacent to the curb should be milled to the depth required for adequate drainage. If the curb is not structurally adequate, curb replacement should be considered.

## II. Surface Milling

Surface milling will be required as described in *Indiana Design Manual* Section 52-7.05.

## III. Mailbox Approaches and Assemblies

A substandard mailbox approach in a preventative maintenance or functional treatment may be considered for improvement to the geometrics shown in the INDOT *Standard Drawings*. Such an improvement should be considered in a structural treatment. If the standardized approach limits intercept the mailbox location, the mailbox should be replaced as shown on the INDOT *Standard Drawings*.

Existing mailbox assemblies that are not disturbed by mailbox-approach improvements may remain in place. If a mailbox height relative to the profile grade is lessened by overlaying its approach, and the box need not be replaced, its height, if no longer in the range shown on the INDOT *Standard Drawings*, should be adjusted accordingly. If the mounting height must be adjusted for an assembly with a decorative post within the right of way, the designer should notify its property owner that adjustments are necessary. The designer and property owner will come to an agreement regarding the treatment. *Indiana Design Manual* Figures 56-4E and 56-4F should be revised to show the following.

Pavement Treatment →	Prvnt. Maint.	Func- tional	Struc- tural
<i>Mailbox Approaches</i> , [Fig. 56-4E]			
Improve to Standard or Incorporate	B	B	A
Overlay Existing	A	A	A
<i>Mailboxes</i> , [Fig. 56-4F]			
Adjust Mounting Height Where Req'd.	A	A	A
Replace Where Required	B	B	A

Mailbox-height adjustment is a pay quantity with the code numbers and pay item names as follows:

611-08232 Mailbox Assembly, Single, Reset  
611-08233 Mailbox Assembly, Double, Reset

The pay unit is Each.

#### **IV. Side Ditches**

Where right of way is sufficient, efforts should be made to establish flow lines in accordance with *Indiana Design Manual* Section 52-10.04(04) Item 2.

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